

MANCHESTER HIGH SCHOOL CODE OF CONDUCT

The grid outlines tiered interventions and consequences for inappropriate conduct. Alternate consequences, including those outlined in the MAPS initiative, may also apply.

Conduct	Definition	1 st Offense	2 nd Offense	3 rd Offense
Alcohol and Drugs A. Use/ Under the influence B. Possession C. Distribution on school grounds, to or from school, or at a school-sponsored event off school grounds	A. under the influence of an intoxicant of any kind. B. The possession of any drug, drug paraphernalia, alcoholic beverage, or other illegal substance. C. The distribution of any drug, alcoholic beverage, or illegal substance	A. 3 Days BIR; parental notification substance abuse assessment referral; Police notification B. Up to 10 days out of school suspension; Police notification C. Up to 10 days out of school suspension; Police notification; Recommended expulsion	A. 5 days BIR ; Parental notification; Police Notification B. 10 days out of school suspension Police notification Expulsion hearing C. Up to 10 days out of school suspension; Police notification; Recommended expulsion	A. 5 days BIR; Parental notification; Police Notification B. 10 days out of school suspension Police notification Expulsion hearing C. Up to 10 days out of school suspension; Police notification; Recommended expulsion
Assault	A unprovoked physical act causing harm to any person; minimal or no retaliation on the part of the victim.	5 days out of school suspension Police notification Referral to counseling / other appropriate services	10 days out of school suspension Police notification Recommended expulsion	10 days out of school suspension Police notification Recommended expulsion
Bullying / Harassment	Overt acts by a student or group of students directed against another student with the intent to ridicule, harass, humiliate, or intimidate the other student; <i>Note: Formal investigation required</i>	Conference with administrator Anti-bullying contract 1 day BIR Referral to Counseling At the discretion of the administrator, additional consequences may apply	Up to 3 days BIR Referral to Counseling Referral to SSRB At the discretion of the administrator, additional consequences may apply	Up to 5 days BIR Referral to Counseling At the discretion of the administrator, additional consequences may apply
Class Cut	Unauthorized absence from class. Leaving class without permission	Extended Detention 0 for work missed	Saturday Detention 0 for work missed	1 Day BIR 0 for work missed
Computer – improper usage	Engaging in any activity on the computer for reasons other than those given by a teacher for educational purposes	Loss of internet access for 3 to 5 days	Extended Detention Loss of internet access for 5 to 10 days	Saturday School Loss of internet access for remainder of the school year
Defiance of authority	Failing to comply with a proper and authorized direction or instruction of a staff member, including requests to display ID or report to office	Play by the Rules (3 lunch sessions)	Extended Detention	Saturday Detention Referral to Counseling
Detention – failure to serve	A. Failure to serve detention assigned by teacher B. Failure to serve extended detention C. Failure to serve Saturday detention	A. Extended Detention B. Saturday Detention C. 1 day BIR	A. Extended Detention B. Saturday Detention C. 1 day BIR	A. Extended Detention B. Saturday Detention C. 1 day BIR
Disrespect towards staff	A. Responding in a rude or impertinent manner (chronic) B. Written, verbal, or non-verbal abuse directed at a staff member C. Obscenity or obscene gesture directed to or intended for a staff member	A. Play by Rules (3 lunch sessions) B. 1 - 3 days BIR C. 3- 5 days BIR	A. Extended Detention B. 1 – 3 days BIR C. 5 days BIR Referral to School Counseling	A. Saturday Detention B. 5 days BIR C. 10 days BIR Referral to School Counseling
Disruptive behavior (chronic)	A student shall not disrupt the educational process or interfere with teaching or learning	Play by the Rules (3 lunch sessions) At the discretion of the administrator, serious disruption may result in suspension	Extended Detention At the discretion of the administrator, serious disruption may result in suspension	Saturday Detention Referral to Counseling At the discretion of the administrator, serious disruption may result in suspension
Dress code violation	See dress code posters and/or student-parent handbook for specific information	Student required to change	Parental notification. Student required to change Extended Detention	Parental notification. Student required to change Saturday Detention
Endangering health and safety of self and/or others.	Conduct as determined by an administrator which causes a serious threat of danger to the physical well-being of the student	Up to 5 days BIR Risk assessment where appropriate	5 to 10 days BIR Risk assessment where appropriate At the discretion of the administrator, additional consequences / interventions may apply	Up to 10 days BIR Risk assessment where appropriate At the discretion of the administrator, additional consequences / interventions may apply
Fighting	Involves the exchange of mutual, physical contact, such as pushing, shoving, hitting, or punching, with or without injury	5 to 10 days out of school suspension Police notification Consequence may be reduced upon mediation	5 to 10 days out of school suspension Police notification Referral to counseling / other appropriate services	10 days out of school suspension Police notification Referral to counseling / other appropriate services

Forgery, Misrepresentation, Cheating, Altering notes or official documents Cheating Plagiarism	Altering official documents for the purposes of misrepresentation; an individual's use or the attempt to use another person's identity, signature, academic work or research as if his/her own; use of unauthorized test aids	Extended Detention Zero for academic work	Saturday Detention Zero for academic work	1 to 5 days BIR Zero for academic work Meeting with the Principal
Misuse of Electronic Devices	Unauthorized use of an electronic device	Confiscation of the device / Return to student at the end of the school day	Confiscation of the device / Return to the student at the end of the school day	Confiscation of the device / Return to the parent
Leaving school building and/or grounds without authorization		Extended Detention	Saturday Detention plus 1 day BIR	Saturday Detention plus 2 days BIR
Profanity / Vulgarity / Racial Slurs A. Obscene or derogatory language, gestures or writing - chronic B. Spitting C. Indecent exposure	Profane, obscene or abusive language (written or spoken) or gesture which constitutes insubordination or disruption of an activity	A. Extended Detention B.C. 5 days BIR Parental notification Police Notification	A. Saturday Detention B.C. 10 days BIR Parental notification Police Notification Referral to SSRB	A. 1 day BIR B.C. Up to 10 days out-of - school suspension / Parental notification Recommended expulsion
Theft / Possession of Stolen Property	Taking property belonging to the school, individual, or group without permission. Having in one's possession property obtained without permission of owner.	Up to 5 days BIR Restitution Police notification.	Up to 5 days BIR Restitution Police notification.	Up to 10 days out-of - school suspension Restitution Police notification.
Threatening	The act of threatening (verbal, written, physical) to strike, attack or harm any person in school or at any school sponsored or supervised activity.	Up to 5 days out-of- school suspension. Parental notification Referral to School Counseling Police notification	Up to 10 days out-of- school suspension. Parental notification Referral to Guidance - Anger Management Referral to SSRB Police notification.	Up to 10 days out-of-school suspension. Police notification. Recommended expulsion hearing.
Tobacco Products / Use or Possession	Possession or use of any tobacco product on school property and at all school related events and activities at all times.	Extended detention. Recommend Smoking Cessation program.	Saturday Detention Police notification Recommend Smoking Cessation program.	1 day BIR Police notification Recommend Smoking Cessation program.
Unauthorized Occupancy	Unauthorized occupancy of any area of a building, school grounds and/or other buildings or areas used for school purpose.	Extended Detention	Saturday Detention	1 day BIR
Vandalism A. Minor B. Major	Maliciously and intentionally causing damage to school property or the property of others. Includes situations in which minor damage can be repaired or replaced at no cost to the school.	A. Saturday Detention Restitution B. Up to 10 days BIR Restitution. Police notification.	A. 1 to 3 days BIR Restitution. B. Up to 10 days out of school suspension Police notification. Recommended expulsion.	A. 1 to 3 days BIR Restitution B. Up to 10 days out of school suspension Police notification Recommended expulsion
Weapons and Dangerous Instruments including firearms whether loaded or unloaded, whether functional or not	A student shall not possess or use any weapon or any implement that can be deemed to be a weapon including guns, pistols, pellet guns, knives, razor blades, live ammunitions, fireworks, explosive devises, metal knuckles, clubs and any other dangerous object	10 days out of school suspension. Superintendent notified immediately Police notification Recommended expulsion	10 days out of school suspension Superintendent notified immediately Police notification Recommended expulsion	10 days out of school suspension Superintendent notified immediately Police notification Recommended expulsion
		Note: Inadvertent possession of pocket knives or pen knives or similar type knives (with one or more blades that fold into the handle with blade(s) less than 4 inches in length) must be immediately reported to a staff member once discovered by the student. The student will then be brought to the building administrator for an informal hearing, and consequences will be applied at the discretion of the administrator.		
Willful Disobedience of School Rules	Purposeful violation of school rules	Up to 10 days out of school suspension	Up to 10 days out of school suspension	Up to 10 days out of school suspension

Description of Consequences

Play by the Rules – Sessions held for students to determine ways to improve their behavior

Saturday Detention – Held each Saturday from 8:00 AM – 11:00 AM

Out of School Suspension – Students are not allowed on campus for a full day

Extended Detention - Held Monday through Thursday from 2:15 – 3:45

Behavioral Intervention Room (BIR) – Students are removed from their classes for a full day